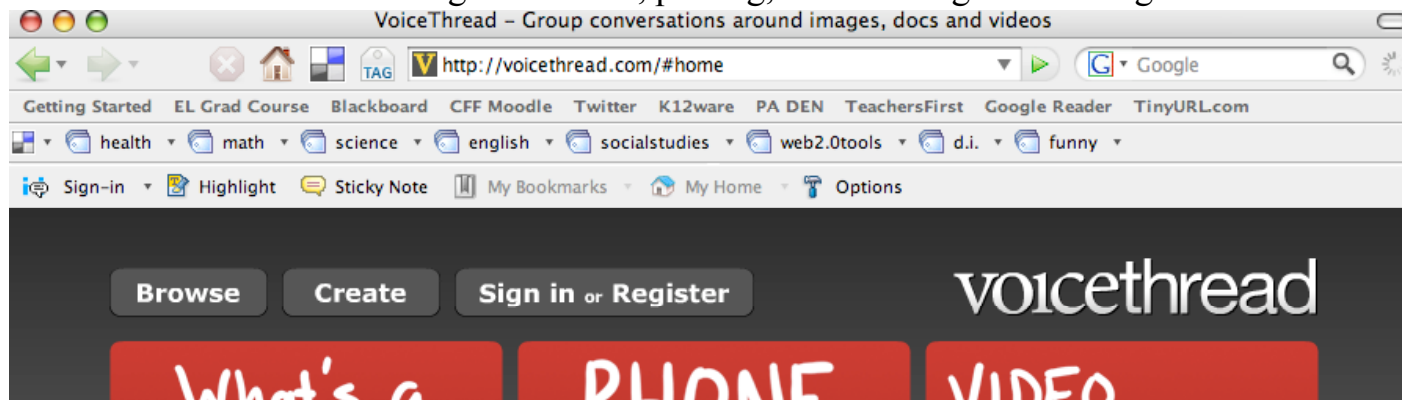


Voice Thread – Creating an account, posting, commenting and sharing



1. Go to the url for voicethread (VT)
2. Click the *sign in or register* button.

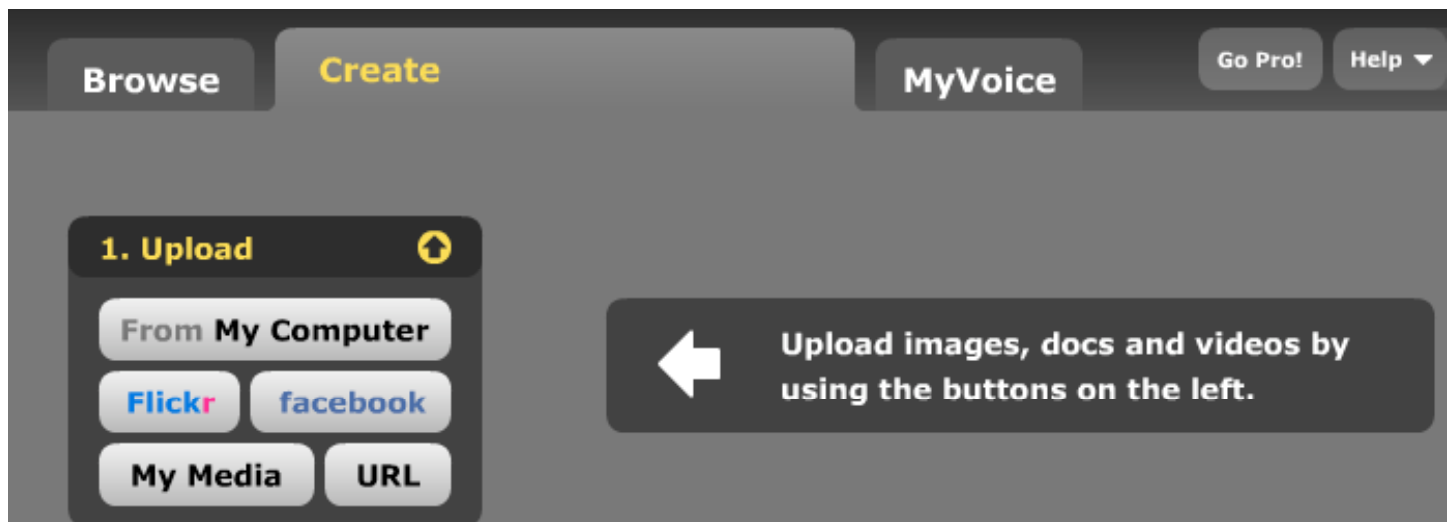
A screenshot of the 'Sign In or Register' form. It has two input fields: 'email:' and 'password:'. Below these fields is a 'sign in' button. At the bottom, there are links: 'Not registered yet? Register!' and 'Did you forget your password? Reset it.'

3. Choose to *register*...

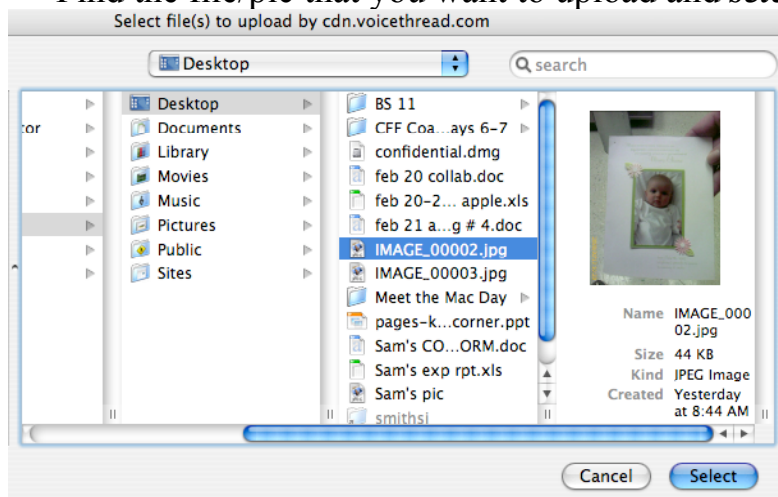
A screenshot of the 'Sign In or Register' form. It has four input fields: 'name:', 'email:', 'retype email:', 'password:', and 'retype password:'. Below these fields is a 'register' button. At the bottom, there are links: 'Registering indicates you accept our Terms of Use.' and 'Already have an account? Sign in.'A screenshot of the 'Sign In or Register' form. It has four input fields: 'name:' (filled with 'mrs. smith'), 'email:' (filled with 'rlsmithsamantha@gaggle.net'), 'retype email:' (filled with 'rlsmithsamantha@gaggle.net'), 'password:' (filled with '*****'), and 'retype password:' (filled with '*****'). Below these fields is a 'register' button. At the bottom, there are links: 'Registering indicates you accept our Terms of Use.' and 'Already have an account? Sign in.' Green checkmarks are visible to the right of the 'name', 'email', and 'password' fields.

4. Fill in your *name, gaggle email info and password*. (this would be rllastnamefirstname@gaggle.net) Click to register. (green checks to the right reflect that your typed our info correctly)
5. From the next screen you see, choose to *create*

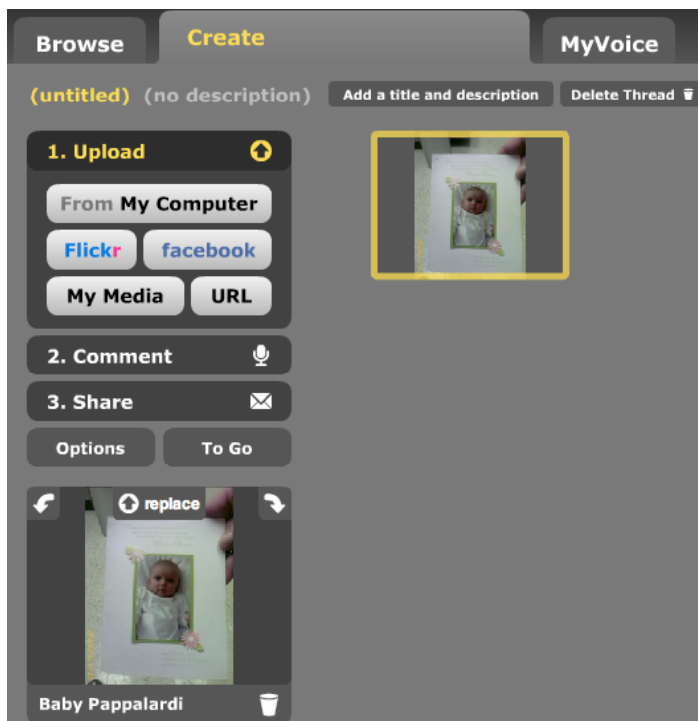




6. Choose to upload from **my computer**. It will give you a browse window to your laptop. Find the file/pic that you want to upload and **select** it.

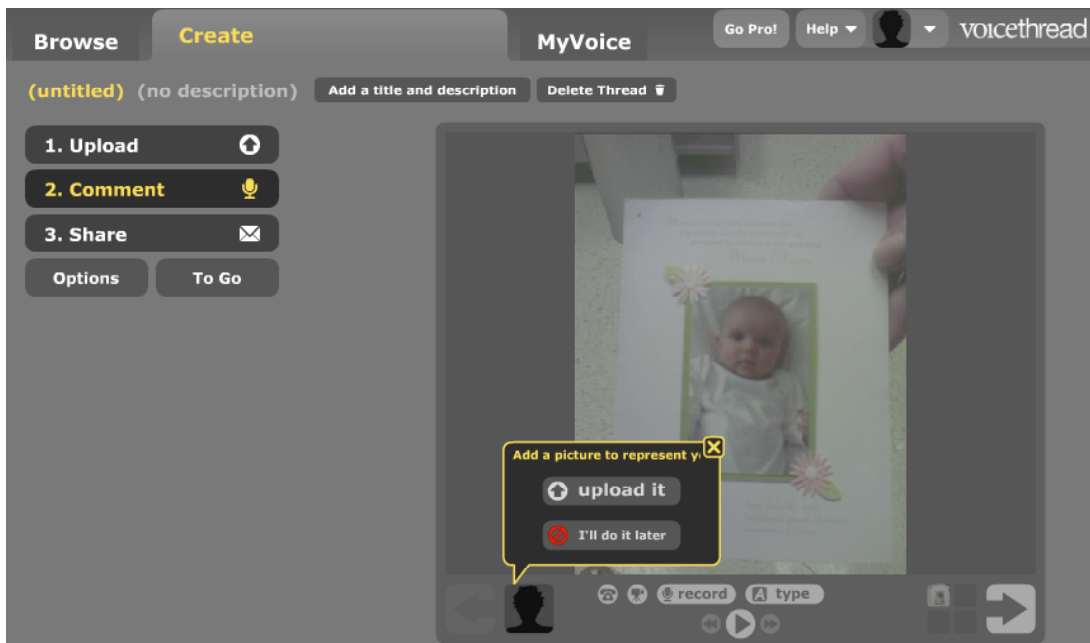


7. From here you can choose to give it a title and description or go right to commenting on it.

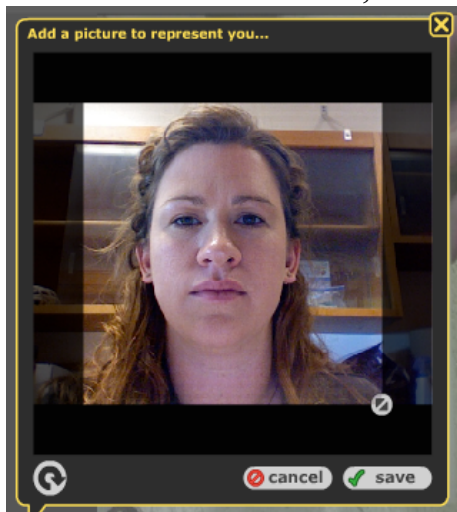


You can delete it if you selected the wrong file.

8. Please title your file and add a brief description. Then choose to **comment**.



9. Here you will be prompted to upload your pictures (You are welcome to do so. Use your Photobooth.) Once you have edited your picture choose to **save**. You will see your picture pop up in the bottom left toolbar of VT. From here you need to decide if you want to record audio, video or type a message to your readers.

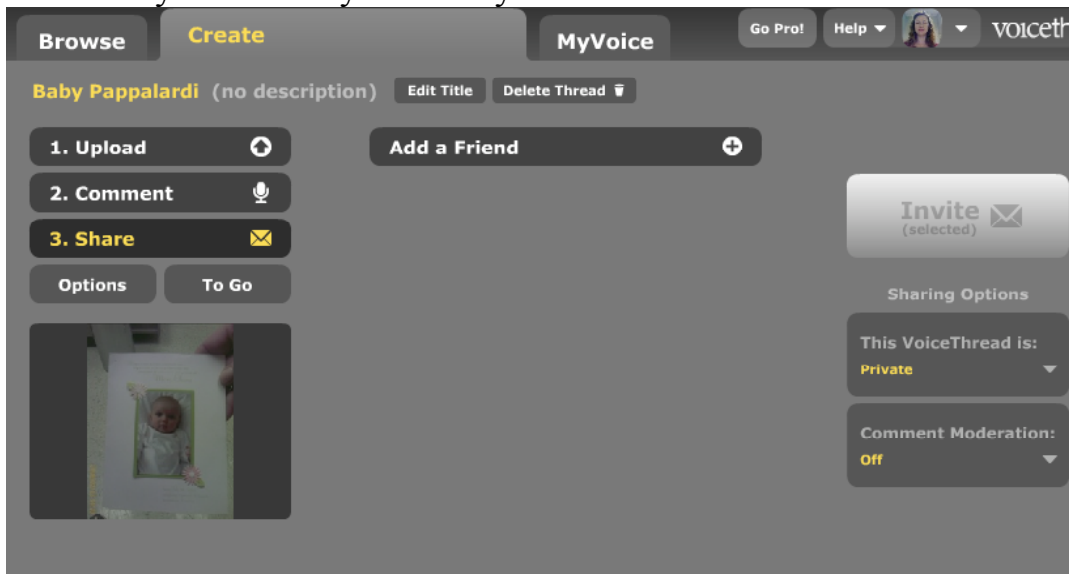


10. Your posted threads will appear on the bottom right hand side in small thumbnail pics.

11. Your **voicethread** (comment) will appear to the side of your posted file. If you click or highlight on your pictures and you will hear or see your **voicethread**.



12. Now you are ready to share your *voicethread*.



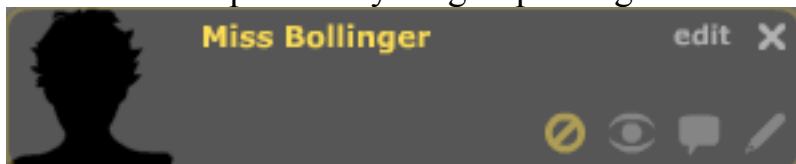
13. Click on *share* to get the screen you see here. Then you will need to *add a friend*.

A screenshot of the 'Add a Friend' form. It has a title 'Add a Friend' with a close icon. The form contains three input fields: 'email:' with the value 'rlbollingerashley@gaggle.net' and a green checkmark, 'name:' with the value 'Miss. Bollinger' and a green checkmark, and 'tags:' with the value 'pd1English'. Below the tags field is a note: 'Enter tag words like: 'family', 'school' or 'team'. This allows you to group friends for searching.' At the bottom is a large 'add' button.

14. Type in the classmates that you have instructed to share with by their gaggle email (rllastnamefirstname@gaggle.net), then their name and tag for the class period that you have this class. Click *add*.



15. This is how it will appear. You should choose to make this private to your group. You can delete this person if your group changes for the next assignment or edit.



Your “friends” pictures will show as they upload them, you can block them from this post, allow them to see this post, allow them to comment and allow them to edit via the symbols in the bottom right hand corner of Miss B’s box. This can be adjusted for each person.